

**SUPERVISORY AUTHORIZATION TO PURCHASE  
SAFETY SHOES AND/OR PRESCRIPTION SAFETY GLASSES  
USING A PURCHASE CARD**

National Aeronautics and  
Space Administration



Employee Name: \_\_\_\_\_ Org. Code: \_\_\_\_\_  
*First name, middle initial, last name*

Item(s) to be purchased (Check the applicable item(s)):

☐ Safety Shoes      ☐ Prescription Safety Glasses\*

\*Supervisory authorization is not required for the purchase of nonprescription safety glasses or goggles. All safety glasses/goggles must meet the ANSI Z87.1-2003 standard. In no circumstance shall an employee's eye exam be charged to the NASA purchase card.

NASA may expend funds for safety glasses and/or safety shoes when Occupational Health and Safety Administration (OSHA) regulations require that the employee possess this safety equipment in order to do their job.

In the case of safety glasses, the OSHA regulation (29 C.F.R. § 1926.102) states: "Employees shall be provided with eye and face protection equipment when machines or operations present potential eye or face injury from physical, chemical, or radiation agents." Likewise for safety shoes, the employee must work in areas where there is a danger of foot injuries due to falling or rolling objects, or objects piercing the sole, and where such employee's feet are exposed to electrical hazards." (29 C.F.R. § 1910.136)

NASA's authority to purchase safety shoes or prescriptive safety glasses is not unlimited. These items may only be purchased for a bona fide safety need (to comply with OSHA regulations). The items are for the benefit of the Government (for the protection of employees) and not for employee's personal benefit. NASA may not expend funds on shoes/boots or prescription eyewear where the purchase should more appropriately be considered a personal expenditure (e.g., the employee commonly wears shoes/boots but is not engaged in work described above in the OSHA regulations). The employee must be actually engaged in, or put at risk by, the hazardous operation. All items purchased are the property of the United States Government.

Justification:

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**SUPERVISOR APPROVAL/CERTIFICATION:** I hereby certify that this purchase meets the conditions prescribed above.

**Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_